



National Aeronautics and
Space Administration
Goddard Space Flight Center

NO. 99-32

DATE June 16, 1999

DISTRIBUTION

GREENBELT ONLY	*
WALLOPS ONLY	*
GSFC	* A
CONTRACTORS	** A

ANNOUNCEMENT

SUBJECT: NASA 8 SCHEDULING

Direct passenger scheduling is now available through a Web-based automated scheduling program. The URL address is:

<http://wff-aerobee.wff.nasa.gov/nasa8/>

Once the Web page is accessed, the passenger enters all of the information on the left side of the screen, selects the travel options that are available on the right side of the screen, and submits the data. Once the data is processed, an itinerary is presented on the screen for the passenger to print out for their records. If you have any questions regarding the Web page, or suggestions for improvements, please call any of the following people:

Keri Foster Code 830 (7-1473)
Charlie Radspinner Code 201 (6-7830)
Mike Bundick Code 296 (7-1583)
Karon Eichelberger Code 296 (7-2483)

Effective July 1, 1999, this computer-based scheduling service will be the primary method for passengers to schedule flights on NASA-8. If a passenger has a problem accessing the Web page, or if their computer system is down, a direct telephone service is also available, as a backup only, by calling 757-824-1473, or 757-824-1922.

Sharon C. Foster
Director, Management Operations

PLEASE POST AND CIRCULATE THIS ANNOUNCEMENT

DISTRIBUTION CODES:

- *A (Civil Service) – GSFC Employees
- *B (Civil Service) – GSFC Section Level & Above
- *C (Civil Service) – GSFC Branch Level & Above
- *D (Civil Service) – GSFC Division Level & Above

- **A (Contractor) – Contractor and Other Employees
- **B (Contractor) – Contractor and Other Offices